

LYME PUBLIC LIBRARY
Board of Directors Meeting Minutes
July 25, 2018

Present: Jack Sulger (Chairman), Susan Cole, Jerry Ehlen, Judy Ulrich, Theresa Conley (Library Director), Diane Brown, Mary Mazur (Friends), Holly Rubino

1. **Call to Order** – Jack Sulger called the meeting to order at 4:33 pm.
2. **Secretary's Report** –The minutes from the May 30, 2018 meeting were approved.
3. **Treasurer's Report** – Theresa reported that the library had done well budget-wise in the past fiscal year ending 6/30/18, with expenses at 94% under budget . The bulk of the underage was in benefits which includes amounts set aside for deductibles which are not necessarily reported in actuals. (It is important to note that this line item is not part of the budgetable expenses for the library in the current fiscal year.) Another line item with a favorable difference was salaries and was primarily due to a staff member being on medical leave for 2 ½ months last year.
4. **Library Director's Report** – Theresa reported that circulation is stagnant across the board with all public libraries. One plan to increase library usage is to offer new streaming services such as Hoopla and Recorded Books Streaming Video for which the library is only charged for what's used (\$.99 to \$2.00 per item; 5 downloads per patron per month). The audio CDs and DVDs will be downsized as more patrons learn how to use the streaming services. The meeting room usage is up by 21%.
5. **Friends of the Library** – Mary Mazur shared list of new board members and reported that Allyson Cotton has resigned from the board, and Adrienne Brennan will retire as Treasurer in September. The Friends have two outdoor concerts planned for 8/2, and 8/23. There will be a lecture on the First Amendment in September, a presentation on harvesting herbs on 9/10, and a presentation on the paranormal on 10/13.
6. **Lyme Public Library Foundation** – Jack reported in Jeanne Rutigliano's absence that the annual appeal letter has now received roughly \$22,000 with several recent checks. The Foundation's endowment is now over \$1,168,000. Jack also gave an update on the Fundraising Committee event on August 30, at 7:30 pm. So far, over 80 people have signed up for the performance of "A Chorus Line," followed by a wine and dessert reception.
7. **Committee Reports** –
 - a. **Building & Grounds** – In Chuck Lynch's absence, it was noted that the Lyme Garden Club's plan for establishing a meadow is working well.
 - b. **Newsletter** – Theresa noted that Town Hall has offered its mailing list. Holly reported that more space in the newsletter is being given to patron's recommended books and other book-related news, as per suggestions from the board.
 - c. **Technology** –Theresa reported that a new computer was acquired for the staff room. The library will be also be having designated days when patrons can stop in and get advice on how to use the new streaming services.

8. **Old Business** - Theresa distributed a draft of goals and objectives for 2018-2019. Jack asked board members to get back to him with any comments. He said that the board should think about goals and objectives for itself in the coming year as well.
9. **New Business** – none to report.
10. **Next meeting** –September 26, 2018 at 4:30 pm
11. **Motion to Adjourn** – The meeting was adjourned at 5:27 pm

**Respectfully submitted,
Holly Rubino (filling in for Diana Fiske)**